

SCHOOL BUILDING ADMINISTRATION

The primary responsibility of the principal is to administer and supervise the operations of the school that lead to the improvement of instruction. The principal is the instructional leader of the school and shall administer and supervise the school in accordance with the New Hanover County Board of Education's (Board) policies and administrative regulations.

The principal is directly responsible to the Superintendent. The principal shall keep the Superintendent informed of the conditions and needs of the school. In addition to the authority, duties and responsibilities prescribed by law, the school principal shall have the authority and assume duties and responsibilities delegated by the Superintendent. In addition to those prescribed by law, the major duties of the school principal shall include, but not be limited to, the following:

- Planning and implementing a comprehensive instructional program for the school;
- Supervising and evaluating the delivery of a comprehensive instructional program for the School;
- Planning and implementing a comprehensive program managing financial and human resources;
- Supervising and evaluating the effective use of financial and human resources;
- Planning and implementing a comprehensive program of internal and external communications for the school;
- Supervising and evaluating the effectiveness of the program of internal and external communications for the school;
- Keeping abreast of trends, advanced studies, and issues in education through visits to other school systems, attendance at conferences and by other means associated with educational thought and practice;
- Maintaining discipline of students; and
- Work to ensure the safety of all students.

LEGAL REFS: NCGS §115C-276, 288, 307

Revised: 04/14/87, 11/13/90, 04/05/11, 10/03/17